

MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING, ROOM 112
TUESDAY, JULY 28, 2020
9:00 A.M.

Advance public notice of the Board of Commissioners meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska, web site and emailed to the media on July 24, 2020.

Commissioners present: Sean Flowerday, Chair; Rick Vest, Vice Chair; Roma Amundson; Deb Schorr; and Christa Yoakum

Others present: David Derbin, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; Jenifer Holloway, Deputy County Attorney; Dan Nolte, County Clerk, Monét McCullen, County Clerk's Office

The meeting was called to order at 9:01 a.m., the Pledge of Allegiance was recited and the location of the Nebraska Open Meetings Act was announced.

1) MINUTES:

- A. Approval of the minutes of the Board of Commissioners meeting held on Tuesday, July 21, 2020.**

MOTION: Vest moved and Yoakum seconded approval of the minutes. Schorr, Amundson, Yoakum, Vest and Flowerday voted yes. Motion carried 5-0.

2) CLAIMS:

- A. Reconsideration of vouchers 689124 through 689135 payable to Candice Wooster in the total amount of \$19,388.30 for services performed in Juvenile Court in 2018 and 2019.**

MOTION: Vest moved and Yoakum seconded approval of vouchers 689124 through 689135 payable to Candice Wooster.

Vest explained this was an educational opportunity as the County has its own process but there are different rules when working with agencies who operate under a different jurisdiction. This action will be a correction of an earlier decision made by the Board.

ROLL CALL: Vest, Schorr, Amundson, Yoakum and Flowerday voted yes. Motion carried 5-0.

- B. Approval of all claims processed through July 28, 2020.**

MOTION: Amundson moved and Schorr seconded approval of the claims. Yoakum, Vest, Schorr, Amundson, and Flowerday voted yes. Motion carried 5-0.

- 3) CONSENT ITEMS: These are routine business items that are expected to be adopted without dissent. Any individual item may be removed for special discussion and consideration by a Commissioner or by any member of the public without prior notice. Unless there is an exception, these items will be approved as one with a single vote of the Board of Commissioners. These items are approval of:**

- A. Utility Permit No. 2004 allowing Black Hills Energy to install new service to the Bennet Corner Addition. (C-20-0445)**
- B. Amendments to the following County contracts:**
- 1. C-19-0619 with NMC, Inc., (Nebraska Machinery Company) for Annual Supply – Caterpillar Filters. (SS-90. The amendment renews the contract with a price increase from August 28, 2020 through August 27, 2021. The cost to the County is not to exceed \$20,000.) (C-20-0452)**
 - 2. C-20-0187 with encompass for Office Furniture Supply & Installation - County Assessor. (Bid No. 19-303. The amendment extends the final completion date to August 31, 2020 and adds additional products with installation services. The cost to the County is not to exceed \$328 with a revised contract total of \$152,262.93.) (C-20-0453)**
 - 3. C-20-0341 with Whitehead Oil Company for Annual Supply - Motor Fuel. (20-137. The amendment is to hedge the supply of Motor Fuel at costs and amounts listed on attachments effective February 1, 2021 through June 30, 2021.) (C-20-0467)**
- C. Amendment to Grant Contract C-19-0429 with League of Human Dignity for the Barrier Removal program (funded by the Joint Budget Committee for the period of July 1, 2020 through June 30, 2021). (C-20-0450)**
- D. Grant contracts with the following (funded by the Nebraska Commission on Law Enforcement and Criminal Justice Juvenile Services Grant. The term of the grant contracts is July 1, 2020 through June 30, 2021):**
- 1. Lighthouse for the Strengthfinder Coaching program in the amount of \$31,050. (C-20-0455)**
 - 2. The HUB Central Access Point for Young Adults for the Back on Track in the amount of \$27,100. (C-20-0456)**
 - 3. City of Lincoln Police Department for the Operation Tipping Point program in the amount of \$89,115. (C-20-0465)**
- E. Amendment to grant contracts with the following (funded by the Juvenile Justice Prevention Fund for the period of July 1, 2020 through June 30, 2021):**
- 1. C-19-0413 with YWCA Lincoln for the Girls Circle program. (C-20-0460)**
 - 2. C-19-0414 with YMCA of Lincoln for the Teen Night program. (C-20-0461)**
 - 3. C-19-0481 with OMNI Inventive Care for the Parent Management Training program. (C-20-0462)**
- F. Grant contract with the following (funded by the Violence Against Women Act (VAWA) from the period of July 1, 2020 through June 30, 2021):**
- 1. City of Lincoln (Lincoln Police Department) for the Coordinated Response to Reducing Domestic Violence program in the amount of \$45,816. (C-20-0463)**
 - 2. Voices of Hope for the Coordinated Response to Reducing Domestic Violence program in the amount of \$36,755. (C-20-0464)**
- G. Grant contract with the City of Lincoln (Lincoln Police Department) for the Take Pause program funded by County General Funds. The term of the grant contract is July 1, 2020 through June 30, 2021, in the amount of \$5,000. (C-20-0466)**

- H. **Received and placed on file the County Attorney's semi-annual report (January – June, 2020).**
- I. **Setting a public hearing on Tuesday, August 4, 2020 regarding the temporary addition to the Class IK liquor license for Prairie Plate Restaurant, 10405 Branched Oak Road, Waverly, Nebraska.**

MOTION: Schorr moved and Amundson seconded approval of the consent items.

Schorr noted there is \$155,000 in funding that is being approved for youth at risk programs.

ROLL CALL: Amundson, Yoakum, Vest, Schorr and Flowerday voted yes. Motion carried 5-0.

4) **NEW BUSINESS:**

- A. **Resolution in the matter of the 2020-2021 annual cost of living wage adjustments for unrepresented classified employees, Attorneys I's and II's, District Court Staff Attorneys, Law Clerks, and Deputy Sheriff Captains. All wage adjustments are to be effective August 13, 2020. (R-20-0039)**

MOTION: Amundson moved and Vest seconded approval of the resolution. Schorr, Amundson, Yoakum, Vest and Flowerday voted yes. Motion carried 5-0.

- B. **Mental Health Crisis Center insurance renewals for the following:**

- 1. **Renewal application for Professional Liability Insurance.**
- 2. **Supplemental Application for Network Security and Privacy Coverage.**

MOTION: Schorr moved and Vest seconded approval of the insurance renewals. Vest, Schorr, Amundson, Yoakum and Flowerday voted yes. Motion carried 5-0.

- C. **Contract with the Board of Regents of the University of Nebraska on behalf of Extension-Lincoln, Institute of Agriculture and Natural Resources to establish the Nutrition Education Program to address the nutritional needs of limited-income clientele in Lincoln Housing Authority Units and in Lancaster County. The term of the contract is from September 1, 2020 through August 31, 2021. The cost to the County shall not exceed \$24,890. (C-20-0457)**

MOTION: Amundson moved and Yoakum seconded approval of the contract. Yoakum, Vest, Schorr, Amundson and Flowerday voted yes. Motion carried 5-0.

- D. **Agreement with Blue Valley Behavioral Health Crisis Response Counselors for after-hours screening and assessment on an on-call, as-needed basis at the Youth Services Center and Adult Detention Facility. The term of the agreement is July 1, 2020 through June 30, 2021. The County shall pay \$100 per hour for the services. The cost to the County is not to exceed \$9,000. (C-20-0458)**

MOTION: Schorr moved and Amundson seconded approval of the agreement. Amundson, Yoakum, Vest, Schorr and Flowerday voted yes. Motion carried 5-0.

- E. Agreement with Alfred Benesch & Company for professional engineering services for the replacement of County Bridge G-222 (Project 21-41). The work shall be completed on or before April 1, 2021. The cost to the County shall not exceed \$155,663. (C-20-0459)**

Pam Dingman, Lancaster County Engineer, said Bridge G-222 was built in 1948 and is located on North 98th Street. There have been a number of issues with the dropping of the bottom of Salt Creek. The piling has been extended twice and now the bridge will need to be designed should there be federal money that comes available.

MOTION: Vest moved and Amundson seconded approval of the agreement. Schorr, Amundson, Yoakum, Vest and Flowerday voted yes. Motion carried 5-0.

- F. Promotion of Chelsie Goetz from Attorney I to Attorney II at an annual salary of \$90,101.44 effective July 30, 2020.**

MOTION: Vest moved and Amundson seconded approval of the promotion of Chelsie Goetz. Vest, Schorr, Amundson, Yoakum and Flowerday voted yes. Motion carried 5-0.

- G. Request for an exceptional circumstance award under Personnel Rule 17.9(b) for a \$500 award to Cari Forbes, Accounting Specialist.**

Dan Nolte, Lancaster County Clerk, said Ms. Forbes developed processes and put in extra time assisting different positions during the COVID pandemic. She also took on additional responsibilities due to her supervisor's involvement with the new payroll system implementation and will also be training new staff after an upcoming retirement.

Kevin Nelson, Accounting Operations Manager, said with the COVID pandemic, Ms. Forbes developed a paperless process within 30-days whereas payment vouchers and invoices can be submitted electronically. He noted that he appreciates her willingness to continuously learn new things.

Ms. Forbes read a brief statement (Exhibit 1).

In response to Schorr's question, Ms. Forbes said she has worked at the County for 18 years.

The Board thanked Ms. Forbes for her dedication to the County.

MOTION: Amundson moved and Vest seconded approval of the exceptional circumstance award for Cari Forbes. Yoakum, Vest, Schorr, Amundson and Flowerday voted yes. Motion carried 5-0.

- H. Request for an exceptional circumstances award under Personnel Rule 17.9(b) for Leslie Brestel, County Records Specialist III, for a one step pay increase.**

Nolte said Ms. Brestel has taken on additional duties over the past year. She assisted the County Board Office with duties while in transition after a retirement and worked closely with the Deputy Chief Administrative Officer on the implementation of the new County website. Ms. Brestel also assisted with the changes to the property protest process along with training new staff.

Amundson noted how fortunate the County Clerk's Office is to have Ms. Brestel.

Ms. Brestel expressed her appreciation to have the extra work recognized. She said the pandemic has caused some challenges. However, she was eager to learn and assist the County to be able to move forward and continue to serve the public.

It was noted that in addition to the duties previously mentioned, Ms. Brestel also covered the duties of another position while an individual was out on extended leave.

The Board thanked Ms. Brestel stating her calm demeanor and professionalism is appreciated.

MOTION: Vest moved and Yoakum seconded approval of the exceptional circumstance award for Leslie Brestel. Amundson, Yoakum, Vest, Schorr and Flowerday voted yes. Motion carried 5-0.

5) UPDATE ON COVID-19 AND LANCASTER COUNTY RESPONSE:

No discussion was held.

6) PUBLIC COMMENT: Those wishing to speak on items relating to County business not on the agenda may do so at this time.

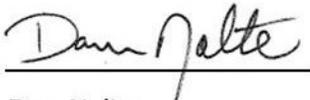
No one appeared for public comment.

7) ANNOUNCEMENTS:

- A. The Lancaster County Board of Commissioners will hold a staff meeting on Thursday, July 30, 2020 at 8:30 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln).
- B. The Lancaster County Board of Commissioners will hold its next regular meeting on Tuesday, August 4, 2020 at 9:00 a.m., in Room 112 of the County-City Building (555 S. 10th Street, Lincoln).
- C. County Commissioners can be reached at 402-441-7447 or commish@lancaster.ne.gov.
- D. The Lancaster County Board of Commissioners meeting is broadcast live on LNKTVCity. For the rebroadcast schedule visit lincoln.ne.gov (keyword: LNKTVCity). Meetings are also streamed live on LNKTVCity and can be viewed on YouTube (LNKTVCity).

8) ADJOURNMENT

MOTION: Schorr moved and Vest seconded to adjourn the Lancaster County Board of Commissioners meeting at 9:26 a.m. Schorr, Amundson, Yoakum, Vest and Flowerday voted yes. Motion carried 5-0.



Dan Nolte
Lancaster County Clerk





Good morning. First, I want to say thank you to Dan, for the very kind words written in my nomination letter. My parents were very proud of me when they read it. Additionally, thank you to Kevin and Cori for also taking a moment to acknowledge and appreciate the work I do. There has been a steep learning curve the last few months. I want you to know that **I appreciate** the latitude to which I have been granted to try to accomplish tasks while trying to write the manual at the same time.

I want to thank my long-time collaborator Renee Runge, who has been working from home throughout this Covid-19 pandemic crisis. Renee has helped test and double check, from a remote work site, a many of my wild theories and ideas so that we can keep the operations of the payment process for the county, to the external eye, completely the same while being totally different.

I would also like to thank all of the accounting staff and clerks from around the county. I pushed a lot of people way outside of their comfort zones and asked others a million questions. I appreciate that everyone had the patience and wherewithal to bear with me through brand new and “new to me” processes. The last few months have been incredibly trying, but I feel like we have been able to adopt a new, better method and I look forward to possibilities this opens up for Lancaster County in the future.

Lastly, to HR and the County Board. I am humbled by your approval and affirmation of this nomination. Thank you.

Thank you.